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MANPOWER FOR AMERICA

Learn and Train For A Job Under MDTA

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U.S. DEPARTMENT OF LABOR
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MANPOWER ADMINISTRATION
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BUREAU OF EMPLOYMENT SECURITY
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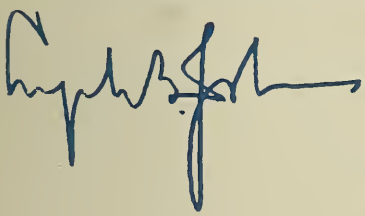
". . . This administration is determined to bring increased education and training opportunities to all Americans. . . . I see a future in which those seeking a station in life — whether it be the young dropout, the first offender, the older man with an outdated skill, the military rejectee — will have an opportunity to fulfill their hopes and expectations . . . a society in which every person has full opportunity to develop his — or her — earning powers, where no willing worker lacks a job, and where no useful talent lacks an opportunity."



How you may learn and train for a job under the Manpower Development and Training Act

Can I get training?

Where is training given?

Can I get any kind of training available?

MDTA stands for Manpower Development and Training Act. MDTA training programs help the unemployed gain new skills and the underemployed upgrade their skills.

Hundreds of thousands of men, women and youth have already qualified for good jobs through institutional (classroom) training and on-the-job training.

They were young people and old people, men and women, married and single, of all races and creeds. They were trained in skills and services ranging from upholsterer to medical assistant, from auto body repairman to dairyman.

Maybe MDTA training is for you.

Following are some questions and answers which will tell you more about the program and the opportunities it offers, and help you find out if you qualify for training under MDTA.

You may be eligible for training if you are:

- Unemployed.
- Will be unemployed.
- Working less than full time.
- Working below your skill level.
- A farm worker with a net family income of less than $1,200.
- Between the ages of 16 and 22, have no work skills, and need training to qualify for a job.
- 45 or older and have an employment problem.
- Seeking training for a skill in which there is a shortage of workers.
- Unable to get a job unless you improve your reading, writing and arithmetic.

Training is given in public and private schools, or on the job, where you are paid as you learn a new skill in a plant or factory.

You must show an ability for the skill you want to learn. If there are no MDTA training programs in that skill being taught in your community, you may be sent individually to private training facilities or to a public institution in your home town or in another area.

Can I just brush up on my reading, writing, and arithmetic?

I am over 45 and have trouble getting an employer to hire me. What help can I get?

I need some medical attention before I could hope to take training or hold down a job. Can MDTA help me?

I graduated from high school last June, but have no job experience. Can I start training right away?

I dropped out of high school. Can I qualify?

I completed an MDTA training course recently. Can I obtain further training?

I got some training under another Government program recently. Does this affect my eligibility for MDTA training?

Yes, if you need improvement in these subjects in order to train for a job skill, or to get a job.

MDTA has a special program of job training for persons 45 and older to help with their employment problems.

MDTA provides for payment of up to $100 for physical examinations, medical treatment and prostheses for persons eligible for training. Such medical assistance must be necessary to enable you to take training. You must show that you cannot afford to get it privately and that the services are not available otherwise without cost.

Yes, you may qualify for training now with full youth allowances if you enroll in classroom training.

You may be eligible for immediate MDTA training, either on the job or in a school setting.

Yes, if such training is necessary to prepare you adequately for a suitable full-time job.

Not necessarily. You may qualify immediately for MDTA training in a vocational school or on the job to prepare you for a suitable full-time job.

I think
I could qualify
for MDTA training,
but I am so
hard up I could not
finance myself
while beginning
training.
What can I do?

I have a job.
Is there any
way I can get
training
part-time?

Am I
allowed to work
part-time
while training?

How long
does training
last?

Do I have
to pay for
training?

Does everyone
get an allowance
while
training?

How do I find out more
about training programs
in my community?

How much
am I paid while
training?

Advance payment of training allowance is now possible to persons who otherwise would be unable to enter or continue classroom training because of immediate financial need.

Perhaps. An experimental program has been authorized for part-time training of persons, including employed persons, to meet critical area or occupational skill shortages. It provides training allowances of up to $10 a week for persons receiving part-time classroom training.

Yes. You can work up to 20 hours a week without your earnings affecting your training allowance. Any earnings in excess of 20 hours a week are deducted from your allowance. If you are being trained on the job, what you do after work hours is up to you.

Training may be approved for a few weeks or for a number of months. The maximum time for which training allowances may be paid to an individual is 104 weeks.

No.

The MDTA program provides training allowances to the majority of classroom trainees. You may be one of these. If you are being trained on the job you receive wages instead of allowances.

Your nearest public employment office or Youth Opportunity Center of your State Employment Service will tell you.

Generally, the amount is based on the average weekly unemployment insurance payment in your State. You may also be eligible for an additional $10 a week depending on the length of training, and you may receive up to $20 more for a maximum of $30 a week additional, depending on the number of family dependents you have.

Youth. ages 17 to 22, who are not eligible for regular

If I train outside my home area, how do I meet the extra expense?

I'm on public assistance. Does this prevent my receiving MDTA payments?

Can I be sure of a job when I finish training?

Where can I find out more about training?

allowances may receive up to $20 a week as a youth allowance.

If you have graduated from a Neighborhood Youth Corps out-of-school program in the last 6 months, you may receive regular MDTA allowances based on average unemployment insurance payments in your State.

All trainees may be paid transportation costs to and from the training site. In some circumstances only transportation costs in excess of $2.50 a week will be paid.

If you are training on the job, your wages will usually start at half the pay of the skilled worker but usually no less than the minimum wage.

You may be eligible for additional living expenses up to $35 a week, and for limited travel allowance up to 10¢ a mile.

You may receive MDTA payments up to $30 a week while also receiving public assistance payments. Your public assistance payments will not be reduced. The objective is to start you on the road to self-support. If you are hired as an on-the-job trainee, your public assistance is stopped because of the weekly wages you will be earning.

A job cannot be guaranteed because job openings change. However, when you complete training, the local public employment office makes a special effort to get you a job where you can use your new skills. They will continue to help you to make good on the job. If you successfully complete your on-the-job training, you *have* a job where you trained.

The great majority of trainees are placed in jobs by local public employment offices.

At the nearest public employment office or at the local Youth Opportunity Center of your State Employment Service. They can tell you about training opportunities and help you find out if your abilities and interests fit the skills being taught. If you are eligible for training they can register you for a training course or refer you to an employer who is conducting an MDTA on-the-job training program.
Remember . . . new training opportunities may open up, so if training in a skill suitable for you is not being given when you first apply — it may later on. ***Keep in touch with your local public employment office.***

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Some of the nearly 600 occupations for which training has been given

Skilled and Semi-Skilled

Auto body repairman
Electronic assembler
Logger
Machine tool operator
Sheet metal worker
Upholsterer
Boot and shoe worker
Household appliance serviceman
Lumber grader
Service station attendant
Turret lathe operator
Welder (combination)
Wood working machine operator

Semi-Professional, Technical, and Managerial

Civil engineering aide
Computer programmer
Draftsman
Licensed practical nurse
Medical technician
Vocational counselor
Water and sewage plant technician

Service

Chef, cook
Housekeeper
Janitor
Nurse aide-orderly
Psychiatric aide
Waiter or waitress
Child day-care center worker

Clerical and Sales

Accounting clerk
Auto parts salesman
Bookkeeper
Key punch operator
Stenographer
Stock clerk
Typist

Agricultural

Dairyman
Farmer-farmhand
Farm machinery operator
Landscape gardener
Arborist
Tractor operator
Tree pruner

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